

MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, August 20, 2018
New Mexico Workforce Connection
809 Copper Ave. NW, Albuquerque, NM 87102
1:30 pm

Call to Order: 1:45 pm – Jerry Schalow, Vice-Chair

Roll Call - Determination of Quorum - by Art Martinez

Present

- Odes Armijo-Caster - *Telephone*
- Manuel Casias – *Telephone*
- *Herb Crosby*
- Carol Culver
- Reyes Gonzales
- Marni Goodrich
- Sionna Grassbaugh
- Victoria Hernandez
- Richard Holcomb
- Gregg Hull
- Doug Majewski
- John Mierzwa
- Ralph Mims
- Debbie Ortiz - *Telephone*
- Waldy Salazar
- Leslie Sanchez - *Telephone*
- Diane Saya
- Jerry Schalow, Vice-Chair
- Isaac Zamora

Absent

- Beth Barela
- Paige Briggs
- Doug Calderwood
- Michael Herrick
- Krista Kelley
- Paul Kress
- John Lahoff
- Laura Musselwhite
- Teri Norris
- Stacy Sacco
- Melodee Saiz
- James Salas
- Carolyn VanderGiesen
- Bob Walton

Approval of Monday, August 20 2018, Agenda

Motion: Gregg Hull

Second: Reyes Gonzales

No Discussion

Action: Passed unanimously by voice vote

Tab 1 Approval of Minutes, Full Board, June 18, 2018

Motion: Odes Armijo-Caster

Second: Gregg Hull

No Discussion

Action: Passed unanimously by voice vote

INFORMATION & DISCUSSION ITEMS

Tab 2 Presentation on DART – by John Mierzwa, CNM

Tab 3 Presentation by Public Education Department on Business & Industry Engagement with Education – by Kim Johnson, PED

Tab 4 WIOA Monthly Expenditure Report for June 30, 2018

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided the report for the WIOA monthly expenditure report as of June 30, 2018.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grant expenditures for the current period, totaled one million four hundred ninety-three thousand, five hundred twenty-eight dollars (\$1,493,528), with a total year-to-date expenditure totaling \$7,464,302.

Questions and Comments Followed

Tab 5 Business and Career Center Update/Dashboard/TechHire

by Joy Forehand, Operation Manager & Tawnya Rowland TechHire Program Director, & Lloyd Aragon, WIOA Manager

- Ms. Forehand gave an update on the Business & Career Centers as of July 31, 2018.
- She also gave a brief overview of the economic outlook for the region and discussed all the recruiting events that have taken place.
- Mr. Aragon presented the Dashboard as of June 30, 2018.
- Performance is still not available on the VOSS system and the State is working on getting those updated.
- Ms. Rowland gave an update on TechHire.

ACTION ITEMS

Tab 6 Approval of SER Jobs for Progress Contract Amendment

By Art Martinez, WCCNM Administrator

- Mr. Martinez presented the SER jobs for Progress Contract Amendment.
- He explained that when SER prepared their PY18 budget request it was based on Prior year's budget.
- After discussion it had been determined an additional three staff members were needed, to adequately address the 30% increase of additional training funds for PY18.
- It has been recommended to increase their contract by 13.7% with an additional \$146,523.

Discussion

Motion: Gregg Hull

Second: Herb Crosby

No Discussion

Action: Passed unanimously by voice vote

Tab 7 Approval of Supportive Services, OP - 410, Change 8

By Lloyd Aragon, WIOA Manager & Carol Culver, Chair, Training & Service Provider

- Mr. Aragon and Ms. Culver presented the Supportive Service Policy.
- They stated the policy had not been updated in some time and an update was necessary to re-align supportive services payments including youth measurable skills gain incentives for youth.
- Mr. Aragon explained the increases for all supportive services in which WCCNM provides.
- These changes will enable Adult/Dislocated Worker and Youth participants to participate in WIOA activities.

Discussion

Motion: Richard Holcomb made a motion with correction under Medical and Health Care Supportive Services to change the wording from two hundred to four hundred

Second: Marni Goodrich

No Discussion

Action: Passed unanimously by voice vote

Tab 8 Approval of Individual Training Account (ITA), OP - 419, Change 5

By Lloyd Aragon, WIOA Manager & Carol Culver, Chair, Training & Service Provider

- Mr. Aragon and Ms. Culver presented the Individual Training Account (ITA).
- They explained, after a meeting and discussion from the Training & Service Provider Committee, it is recommended that the ITA funds be increased from \$5,000 to \$9,000.
- The intent of this policy is to provide guidance and instruction of WCCNM service provider's when considering and making available an ITA to eligible WIOA participants.
- This increase will allow participants greater latitude in selecting and securing recommended training that may not have been feasible at the lower limit.

Discussion

Motion: Herb Crosby

Second: John Mierzwa

No Discussion

Action: Passed unanimously by voice vote

Tab 9 Approval of Nondiscrimination and Equal Opportunity Provisions Policy, AP-208 - New Policy

By Joy Foreman, Operations Manager

- Ms. Forehand presented the Equal Opportunity Provisions Policy.
- She explained the purpose of this Administrative Policy is to update this former WCCNM's Nondiscrimination Policy to reflect changes and revisions of Nondiscrimination and Equal Opportunity Provisions from the former Workforce Innovation Act (WIA) and adopt such changes as set forth in the Workforce Innovation and Opportunity Act (WIOA).
- She stated, as a result of Subpart C – Governor's Responsibility to the Nondiscrimination and Equal Opportunity Requirements of WIOA, the Central Region's Local Workforce Board proposes: Comply with Elements 1 – 10 as described in NMDWS "Nondiscrimination Plan for Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Innovation and Opportunity Act of 2014" as approved and signed by the Governor's WIOA Designees on January 19, 2018.
- She also noted she is now the Equal Opportunity Officer for the Central Region.

Motion: Gregg Hull

Second: Isaac Zamora

No Discussion

Action: Passed unanimously by voice vote

Tab 10 Approval to Rescind Policies as Listed

Policies to Rescind

Rescission of AP-201 - Disability-Related Non-Discrimination Policy for AE/FA

Rescission of OP-402 - WIA Participant Notification of Civil Rights and Complaint/Grievance

Notification

Rescission of OP-403 - WIA Program Complaint Resolution Procedures

By Art Martinez, WCCNM Administrator

- Mr. Martinez presented the Rescinded Policies as listed:
 - AP-201 Disability-Related Non-Discrimination Policy for AE/FA
 - OP-402 WIA Participant Notification of Civil Rights and Complaint/Grievance Notification
 - OP-403 WIA Program Complaint Resolution Procedures
- He explained under previous guidance under WIA WCCNM was responsible for all activities regarding Equal Employment Opportunity.
- WCCNM has adopted all provisions prescribed within the State's Nondiscrimination Plan and included with the new Local Board Policy AP-208 Nondiscrimination and Equal Opportunity Provisions Policy.

Motion: Herb Crosby

Second: Richard Holcomb

No Discussion

Action: Passed unanimously by voice vote

REPORTS/UPDATES

Committee Reports

- **Training and Service Provider Committee**
 - No Report
- **Performance and Monitoring Committee**
 - No Report
- **Youth Council Committee**
 - No Report.

WIOA Status Updates

By Art Martinez, WCCNM Administrator

- Mr. Martinez provided an update on workforce activities
- Gave an update on the Board Training that took place on the three different sessions Board/Partner and Administrative Staff, Youth and Operations.
- He stated, staff will be having a telephone conference with Melanie Arthur to discuss and go over any strategic planning from the training.
- He noted we will be sending a letter to NMDWS requesting funds be transferred from Dislocated Worker to Adult.
- Revisions to the Local plan are coming in September.
- He discussed on Performance Measures.
- NMDOL will be out to monitor one of the local boards with the Northern Board being selected.

PUBLIC COMMENT/ADJOURNMENT

- Public Comment – None
- Adjournment – 3:10 p.m.

NOTES

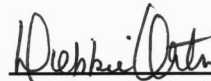
Next Meeting:

Date: October 22, 2018

Time: 1:30 p.m.

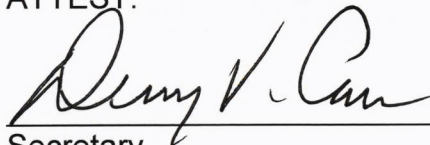
Location: Mid-Region Council of Governments – Board Room

Approved at the October 22, 2018 WCCNM Full Board Meeting:



Debbie Ortiz, WCCNM Chair

ATTEST:



Secretary

"Equal Opportunity Program"